

Mutual Aid Box Alarm System – Illinois Special Operations Team Rosters (Part 1 of 2)

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Subject: Special Operations Team Rosters (Part 1 of 2)
Functional Area: Special Operations Team Rosters - Division Boards & Team Leaders
Category: Procedure & Guideline
Approved By: TRT MABAS Committee
HazMat MABAS Committee
MABAS Operations Staff



PURPOSE

The purpose of this document is to provide quantitative guidance to the rostering of recognized, divisional special operations teams carried on the Statewide Response Plan. The procedure and guideline regarding the rostering of personnel is designed to provide:

- Stability of teams and their members.
- Performance predictability of teams on incident scenes.
- Adherence to matters of standardization and interoperability within and between teams.
- A sense of return on investment in the training and certification provided to team members, their departments and divisions.

RESPONSIBILITY

Special response team divisional team leaders are responsible for the maintenance, care and currency of their special team roster. This responsibility includes editing, amending and updating the names of team members on the MABAS website, level 2. It is the responsibility of MABAS Operations Branch Chiefs to offer team leaders guidance; to consider and take action on rostering appeals; and to approve, for listing of rosters on the web, any requested modifications by statewide special operations team leaders.

It is the responsibility of the owning division's governing board to assure their team meets minimal readiness response standards for statewide mission assignments. This responsibility includes but is not limited to:

- Adequate number of response-ready, trained and certified personnel (10 individuals).
- Adequate number of personnel in training to support slot vacancies on the team requiring fully trained personnel.
- A safe and operational response plan and vehicle(s) to execute a statewide request.
- The care, maintenance and functional operation of all tools, equipment and supplies carried on the team's inventory.

ACCOUNTABILITY

- **Team Leaders** – Roster, training, equipment, response staffing, and web updates regarding the team.
- **MABAS Operations Branch Chiefs** – Review, guidance, and actions regarding special team requests and appeals.
- **Divisional Guidance Boards** – Overall safe and functional preparedness and readiness of the special operations team in order to accomplish assigned statewide response missions.

REPORTING REQUIREMENT

- Routine review and comment through the annual MABAS SAV process.
- Roster review, edits and modifications as needed with a minimum review of annually.

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PROCEDURE AND GUIDELINES

Special operations statewide response teams include Technical Rescue and Hazardous Materials divisional teams. A divisional team roster for a special operations team will have a total of minimum of thirty (30) with a maximum of forty (40) individuals listed. The thirty (30) – forty (40) listed individuals are categorized as follows:

1. Qualified and fully certified team responders – Minimum of twenty (20) with a maximum of thirty (30) individuals who have achieved and completed certification training for the specialty area, subject to the following:
 - a. These twenty (20) – thirty (30) individuals will be carried on the thirty (30) – forty (40) person roster as active team responders. Removals or additions to rostered personnel require MABAS Operations Branch Chief approval.
 - b. The twenty (20) – thirty (30) certified, active team responders shall be issued Tier 2 Credentials by MABAS and administered by their divisional team chief.
 - c. Should a team not have a full complement of twenty (20) team responders the slots will remain vacant until such time as a candidate is fully certified and has completed all training. Individuals who meet these criteria can be added to the active team responder list by the team leader following review by the MABAS Operations Branch Chief.
2. Team responder candidates in certification training shall be carried on the roster separate from the active team responder list of twenty (20) – thirty (30) personnel. A total of no more than ten (10) slots shall be provided for team responder candidates. Team responder candidates listed on the roster are subject to the following:
 - a. Team candidates in training cannot be used to backfill a vacant qualified team responder slot for a statewide mission assignment.
 - b. Team candidates in training shall not receive a MABAS Tier 2 Credential identifying them as a qualified special operations statewide team member.
 - c. Should a statewide team not have ten (10) members in team training candidate positions, the open slots will remain vacant. Additions will require approval of the MABAS Operations Branch Chief.
3. Individuals whose names appear on a divisional team roster classified as one of the team's ten (10) team candidates in training shall be approved for certification training reimbursement and/or funding in accordance with available, uncommitted grant funds managed by MABAS and IEMA.
 - a. MABAS-IL and the Illinois Fire Service Institute shall have access to special team rosters and will validate a candidate's eligibility for sponsorship and/or reimbursement before (at least 60 days prior to class session start) the individual attends the first training and certification course.
 - b. Upon completion of the coursework, MABAS will review and approve an individual's eligibility to MABAS and IEMA for reimbursements.
4. In order to properly manage resource availability and better define MABAS system-wide and team readiness, a divisional qualified and fully certified team member's name can only appear on one (1) statewide team roster including all Hazardous Materials, Technical Rescue, Water Rescue and Urban Search & Rescue team rosters.

This requirement only applies to statewide team response rosters recognized by MABAS. Divisions may allow individuals to be named on multiple team rosters if they so choose, for incidents less than activations of the Statewide Plan for regional and/or Declaration of Disaster responses.

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REQUISITE TRAINING:

Training requirements for Special Team Qualifications are as follows:

Hazardous Materials

- Hazardous Materials ERT-BC (Online – Not Reimbursable for OT/BF)
- Hazardous Materials Operations (Not Reimbursable for OT/BF)
- Hazardous Materials Technician
- Hazardous Materials ICS (Required for Team Leader and Assistant Team Leader)

Technical Rescue

- Confined Space Rescue Operations
- Confined Space Rescue Technician
- Rope Rescue Operations
- Rope Rescue Technician
- Structural Collapse Operations
- Structural Collapse Technician
- Trench Rescue Operations
- Trench Rescue Technician
- Hazardous Materials ERT-BC (Online - Not Reimbursable for OT/BF)
- Hazardous Materials Operations (Not Reimbursable for OT/BF)
- Vehicle Machinery Operations (Optional – Eligible for OT/BF)
- Vehicle Machinery Technician (Optional – Eligible for OT/BF)